

Mohawk Students' Association Terms of Reference

Faculty Advisory Committee

1. Mandate:

The mandate of the Mohawk Students' Association (MSA) Faculty Advisory Committee is to enhance the partnership between Mohawk College faculty and the Mohawk Students' Association in the spirit of ongoing continuous improvement to the learning environment for all students.

This Committee represents a model of cooperation between faculty and students, and an opportunity to advise on practices related to the College's learning environment.

This Committee allows for the communication of priorities for faculty and the MSA, as representatives of Mohawk's student and faculty populations. The Committee will advise and make recommendations to the MSA on improving services and programming provided to students.

2. Purpose:

The purpose of this Committee is to provide a means for student and faculty representatives to engage on common issues, trends and opportunities that will enhance the learning environment at Mohawk College.

3. Membership:

Members of the Faculty Advisory Committee are recognized as important and beneficial to the development of a positive learning environment for all Mohawk College faculty and students.

3.1 Committee Composition:

The membership of the Committee will include the following 14 members and 2 resource members:

Seven (7) Faculty members, representing each program/academic area:

- Applied Research
- School of Health
- School of Community, Justice and Liberal Studies
- School of Engineering Technology
- Marshall School of Skilled Trades & Apprenticeship
- McKeil School of Business, Media & Entertainment and CE
- Indigenous Programs Faculty Member – IESS

Four (4) Faculty members, representing each satellite/partner campus location:

- Stoney Creek
- Institute for Applied Health Sciences at McMaster
- Airport
- Six Nations Polytechnic/OSSTTC

Three (3) representatives from the Mohawk Students' Association Board of Directors

- MSA President or designate
- MSA VP Internal
- MSA Director

Two (2) Resources to the Committee

- Mohawk College, Vice President Academic or designate
- MSA Executive Director

4. Definitions:

"Learning or teaching" environment" refers to the conditions in which faculty members teach and facilitate learning with Mohawk College students.

"Representatives" refers to members of the Committee who are serving as delegates for their respective constituents.

5. Responsibility:

5.1 Members Responsibilities

- Communicate regularly with constituent group
- Bring items to the attention of the Committee for meeting agendas
- Collaborate to provide follow the mandate of the Committee, which is to improve the learning environment
- Annually review terms of reference

5.2 Co-Chairs

- The committee will elect one MSA and one faculty representative to serve as Co-Chairs of the Committee;
- One-year term;
- Promote the healthy exchange of information between Council members

5.2 Secretariat

- The MSA will provide a secretariat and where possible, identify students to fill this role
- This position will take minutes of all Committee meetings
- This position will circulate notice of meetings, minutes, agendas and supporting documents to Committee members

5.3 Meeting Frequency

- This Committee meets 4 times per academic year

5.4 Appointing Committee Members

- Faculty members will complete an application to participate, and final appointments will be selected by the MSA. Where required, the MSA may consult with the College's Vice President Academic and/or a representative from the local faculty union to help make a decision on final appointments.

6. Procedures:

6.1 Meetings

- Meetings will be structured, with a focused agenda developed by the Committee membership.

6.1.1 Meeting Schedule

- This Committee will meet quarterly, beginning in January of each year.

6.1.2 Location

- Meetings will rotate between campuses

6.1.3 Quorum

- Quorum will be 50% plus one excluding vacancies

6.1.4 Decision Making

- Committee meetings will primarily be used for advising and communicating recommendations, but in the event that a decision needs to be made, all decisions will be made with a simple majority vote.

If you have any further questions, please contact Andrew Pidsadny, MSA President, at andrew.pidsadny@mohawkcollege.ca